



COUNTY OF LOS ANGELES

SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS
372 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012
(213) 974-1465 or (213) 974-1431
Website: <http://sbc.lacounty.gov>

FOUNDER
Mrs. Sybil Brand

CHAIRPERSON
Mrs. Eleanor R. Montaña

VICE CHAIRPERSON
Mr. Frank S. Bacio

Ms. Barbara Bigby
Ms. Rita Hall
Mr. John A. Hammargren
Mr. Carl E. Moore

MINUTES OF THE **SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS** **REGULAR WEEKLY MEETING** **JULY 8, 2009**

CALL TO ORDER

Chair Montaña called the meeting to order at 10:00 a.m.

OPENING CEREMONIES

Chair Montaña led the Pledge of Allegiance followed by a moment of silence.

ATTENDANCE

Present

Chair Eleanor R. Montaña
Vice Chair Frank S. Bacio
Rita Hall
John A. Hammargren
Carl E. Moore

Excused Absence

Barbara Bigby

Staff

Sandra Barbee, Chief, Commission Services
Martha Arana, Commission Services Staff
Jimmy Prieto, Commission Services Staff
Andrew Sevrin, Commission Services Staff

APPROVAL OF JULY 1, 2009, MEETING MINUTES

On motion of Commissioner Hammargren, seconded by Vice Chair Bacio and unanimously carried, the minutes of July 1, 2009, were approved with the following changes:

- On page 3, under "Facility/Group Home Inspection Reports from June 24, 2009 to June 30, 2009", change "Norwalk Branch Station" to "Norwalk Branch *Court...*"

- On page 3, under “New Business/Announcements”, change “Commissioner Hammargren will invite a representative from the Quality and Productivity Commission to speak”...to “*Commissioner Hammargren suggested that a representative from the Quality and Productivity Commission be invited to speak*”...

CHAIR’S REPORT

There was none.

TREASURER’S REPORT

Vice Chair Bacio reported that the current balance of the Commission’s Charitable Fund is \$1261.93.

Commissioner Hammargren called for a motion that the Commission’s monthly bank statements be included as supporting documentation for the record. Commissioner Hall requested that his motion be amended to request that a file be retained by Commission staff with copies of bank statements.

After discussion, on motion of Commissioner Hammargren, seconded by Commissioner Hall and unanimously carried, effective July 1, 2009, a file containing the Commission’s monthly bank statement will be kept on file.

CORRESPONDENCE/AUDIT REPORTS

Two Audit Reports for Mary’s Shelter, Inc. (House I and House II Transition Group Homes and Moore’s Cottage (Altadena and Pomona Group Homes) were received, and will be assigned to a Commissioner for inspection.

DISCUSSION OF SCHOLARSHIP PROGRAM

Vice Chair Bacio reported that he contacted East Los Angeles PAU, a school in Monterey Park, CA, and the principal suggested a suitable candidate for the scholarship program. An application was provided to the school.

FACILITY/GROUP HOME INSPECTION REPORTS FROM JULY 1, 2009, TO JULY 7, 2009

Downey Branch Court – Commissioners Hall and Moore

The facility was visited on July 2, 2009, and found to be in satisfactory condition.

Whittier Branch Court – Commissioners Hammargren and Montaño

The facility was visited on July 6, 2009, and found to be in satisfactory condition.

Areas of Concern: Fire extinguishers need recharging; evidence of rat infestation.

Lennox Station – Commissioner Montaño

The facility was visited on July 7, 2009, and found to be in satisfactory condition.

NEW BUSINESS/ANNOUNCEMENTS

Commissioner Moore proposed that a representative from the 2nd District be invited to the next Business Meeting.

MATTERS NOT ON THE AGENDA (To be presented and placed on a future agenda)

There was none.

PUBLIC COMMENT

There was none.

ADJOURNMENT

There being no further business, Chair Montaña adjourned the meeting at 10:44 a.m. in memory LAPD Detective Susan Clemmer who died from a self-inflicted gunshot wound.

Respectfully submitted,

Martha Arana
Commission Services Division